

Board of Selectmen
Minutes October 29, 2013

Convened at 6:00 pm

Present: Andrew Artimovich, Chairman
Jane Byrne
Jeffrey Bryan
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Christiansen made a motion, 2nd by Byrne to approve the public minutes of 10/22/2013. All were in favor.

Building Inspector Gil Tuck had the following building permits to be signed:

- Cheryl Poole, 3 Mink Run, in-law apartment: signed by Board
- Edie Shipley, 229 Pickpocket Road, 20 kw generator: signed by Board
- David Gallant, 174 Crawley Falls Road, new house: signed by Board
- Floyd Marston, 473 Middle Road, renovate apartment in garage: signed by Board.
 - Clement said the house and barn were built in 1972. The zoning ordinance that prohibited more than one dwelling on a parcel passed at the 1971 town meeting. Somewhere between 1972 and 1986 the garage was finished to include an apartment in the loft area. The finished apartment has been assessed since at least 1986. Jim Lufkin who will be purchasing the property is requesting to renovate the apartment and bring it up to code without needing ZBA approval. Bryan said it has been taxed for years as a legal apartment and to allow the renovation. The others agreed and signed the permit.

Clement said Tom Brouillette estimated \$375 for a sketch plan of Rowell Road West to be recorded at the registry re-establishing the monument in which the class VI road begins. Byrne made a motion, 2nd by Christiansen to move forward with the plan. All were in favor.

Rob Wofchuck was in to discuss a grant application for the Green Infrastructure Project. The focus was on stormwater management at all town facilities. They are applying for \$5000 to \$8000 to implement various projects and the highway department is contributing match in kind labor. Christiansen made a motion, 2nd by Byrne to sign a letter of support. All were in favor.

Rick Murphy was present to discuss the emergency management budget for 2014. Murphy is requesting level funding. The budget is enough to establish a shelter and EOC for up to 48 hours and to maintain supplies. If there was a catastrophic event additional funding would be needed. Bryan made a motion, 2nd by Christiansen to approve the emergency management budget of \$6375. All were in favor.

Murphy also wanted to discuss the possibility of withdrawing participation in the Seabrook drills. Artimovich asked what the liability to the town was for not participating. Murphy said there is none due to the limited area within the 10

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mile radius. Murphy said staffing is an issue for graded exercises and drills; all current staff are also first responders. This leaves very limited resources if there was an actual emergency. Byrne said participating in Seabrook is a tool to train for other exercises. Artimovich suggested running an EOC and partnering with Kingston for a shelter to make better use of our resources. Bryan asked what Murphy's recommendation is. Murphy is looking for some answers as to why the staging area for transportation was moved to the Rockingham County Courthouse. Murphy would recommend status quo at this time but would ask the board to be aware of this option as many other communities are opting out.

Clement presented the Executive Office budget. She said the budget is level funded with the exception of a reduction of medical exams to \$3500. Artimovich said there was an opportunity for cost savings through Convenient MD in the mail. They are currently located in Windham; Clement said she will look into this further once the office in Exeter opens in the spring. Bryan made a motion, 2nd by Christiansen to decline the 2% COLA for the selectmen and approve the executive office budget of \$29660, a reduction from 2013. All were in favor.

Clement presented the town administrator budget. The salary was increased as discussed during her performance review, FICA and NHRS to match. Benefits were increased for the 2014 rates. Bryan made a motion, 2nd by Byrne to approve the Town Administrator budget of \$87395. All were in favor.

Clement prepared the regional association's budget. Most organizations were level funded; Richie MacFarland was decreasing their donation by half, and Seacoast Mental Health was looking for an additional \$500 based on an increase in services provided for residents. Bryan made a motion, 2nd by Byrne to approve the Regional Association's budget of \$18894, a reduction from 2013. All were in favor.

Clement presented the Health Officer's budget at \$500 plus FICA to match. This estimates 32 hours of service. Bryan made a motion, 2nd by Byrne to approve the Health Officer budget of \$539. All were in favor.

Clement presented the Welfare budget. The budget included a 2% COLA, and direct assistance was level funded. Bryan made a motion, 2nd by Byrne to approve the Welfare budget of \$7136. All were in favor.

Bryan made a motion, 2nd by Byrne to sign a document requesting a public hearing in Epping to discuss their groundwater development. All were in favor.

Clement said she did not receive any bids for gas/diesel. She said the same thing happened last year and asked if the board was comfortable with her calling 3 vendors for prices and not putting it out to bid any longer to save the publishing expenses. The board said that was fine.

Christiansen mentioned that he has read a few articles regarding the expense for dispatch services. The cost would be \$1.50 per resident. He asked if it were a real possibility that would be included in the 2014 budget. Artimovich said there is still a committee discussing it did not think it would be likely in 2014.

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Robinson said a resident on the class VI portion of Rowell Road West would like 150 feet of the roadway paved (just to the top of the hill). The resident said he would pay for the work done by Bell and Flynn. Bryan said as long as there was a disclaimer that the property owner and any future property owner were responsible for reclaiming the roadway and all future maintenance. Bryan made a motion, 2nd by Byrne for Clement to follow up with NHMA, prepare a document for the property owner, and sign it on the board's behalf. All were in favor.

At 7:00 pm a motion was made by Artimovich, 2nd by Bryan to go into nonpublic sessions per RSA 91-A:3, II(a) to discuss employee matters. Artimovich, Bryan, Byrne, and Christiansen were in favor.

At 7:10pm Bryan made a motion to come out of nonpublic and seal the minutes. Byrne 2nd the motion; all were in favor.

Clement asked if the board wanted to respond to Curtis Grace's email. Artimovich and Christiansen agreed to meet next week to observe the trash trucks.

Motion to adjourn at 7:15 pm made by Christiansen, 2nd by Byrne; all were in favor.

Respectfully submitted,

Karen Clement

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WEEKLY TREASURER'S REPORT					
Date:	October 29, 2013				
Citizens General Fund:					
	Previous Balance:		11,953.06		
	Deposits:		53,554.50		
	Payroll:		13,156.26	DD: 7539.28	CK: 5616.98
	FICA:		3,261.76		
	to Impact Fees		6,830.43		
	A/P: Regular		499,733.10	Coop: \$487,376	
	From MMA		475,000.00		
	TO MMA				
	Account Balance:		17,526.01		
	Interest Earned YTD:		31.85		
CD's:	Unrestricted Balance:		-		
MMA:	Unrestricted Balance:		716,217.45		
	Total Invested Funds:		716,217.45		
	Interest Earned YTD:		300.09		